

The State of Delaware Licensed Lender, Mortgage Loan Broker and Motor Vehicle Sales Finance licensees that currently or previously employed Delaware Mortgage Loan Originators (MLO's) are required to provide a quarterly update of their status. **Please use this reporting format when submitting your reports. If additional space is needed, please attach a separate sheet with the same category headings. The report due dates are provided in the chart below:**

<u>Calendar Year Quarter</u>	<u>Quarter</u>	<u>MLO Report Due Date</u>
October to December	4th	January 15 th of the next calendar year

Reports are due in this office NO LATER THAN the 15th of the month following the end of each quarter.

Company Name/License #: _____

Report Contact Name and Number: _____

Today's Date: _____ Reporting Period: _____ to _____

<u>Active Delaware MLO's Currently Employed with Your Company</u>			
Individual's NMLS ID	Individual's Name (First/Last)	Individual's Total Number of Closed Loans (#)	Individual's Total Amount of Closed Loans (\$)

<u>Inactive Delaware MLO's Currently Employed with Your Company</u>			
Individual's NMLS ID	Individual's Name (First/Last)	Individual's Total Number of Closed Loans (#)	Individual's Total Amount of Closed Loans (\$)

<u>Delaware MLO's No Longer Employed With Your Company</u>				
Individual's NMLS ID	Individual's Name (First/Last)	Termination Date	Individual's Total Number of Closed Loans (#)	Individual's Total Amount of Closed Loans (\$)

**Email this report with the subject line as – MLO Report/Company Name to Brenda.derocili@state.de.us
OR you may fax it to 302-739-2356**

Please Note: Reports not in the above format may be rejected and you may be asked to re-submit it in the proper format